

## **DIVISION OF MENTAL HEALTH AND ADDICTION SERVICES**

### **Notice of Availability of Funds**

#### **Partnerships to Demonstrate the Effectiveness of Supportive Housing for Families with Substance Abuse Problems and Involvement in the Child Welfare System**

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4 and 34.6, the Division of Mental Health and Addiction Services (DMHAS) in partnership with the Department of Children and Families (DCF) hereby announces the availability of the following program funds contingent upon federal award:

**Name of program:** Partnerships to Demonstrate the Effectiveness of Supportive Housing for Families with Substance Abuse Problems and Involvement in the Child Welfare System

**Purpose:** DMHAS and DCF are partnering to prepare a grant application for an initiative that is designed to strengthen and keep together families who are unstably housed, involved in the child welfare system, and facing substance abuse issues. DMHAS and DCF are soliciting proposals from potential community partners around the development or expansion of permanent supportive housing as a means to improve child and family well-being and decrease child welfare involvement among these vulnerable families. Ultimately, families will receive services and support that help them to develop the capacity to independently care for their children in a safe and affordable

setting. The target population of this RFP is limited to children, youth, and families involved with the child welfare system whose challenges include but are not limited to housing instability or homelessness and substance abuse. To be selected for partnership in this initiative, applicants must demonstrate that they have access to some number of permanent rental subsidies, vouchers or affordable housing units. It is anticipated that approximately three awards will be made with an annual budget of approximately \$250,000 for each award.

**This funding is contingent on DMHAS and DCF being awarded federal funding through the “Partnerships to Demonstrate the Effectiveness of Supportive Housing for Families in the Child Welfare System” grant opportunity issued by the Administration for Children, Youth and Families’ Children’s Bureau.** DMHAS and DCF are collaborating on this effort. DMHAS will serve as the lead state agency and submit an application for this federal grant due July 30, 2012. Should the proposal that your agency submits in response to this Request for Proposals (RFP) be selected for partnership for this initiative, your agency is agreeing to partner with DMHAS and DCF on this federal project and adhere to any federal guidelines prescribed.

To view the federal funding announcement, which may assist you in writing your proposal, please visit <http://www.acf.hhs.gov/grants/open/foa/view/HHS-2012-ACF-ACYF-CA-0538>.

**Amount of funding available:** It is anticipated that approximately three awards will be made with an annual budget of approximately \$250,000 for each award. This funding is

contingent on DMHAS and DCF being awarded federal funding through the “Partnerships to Demonstrate the Effectiveness of Supportive Housing for Families in the Child Welfare System” grant opportunity issued by the Administration for Children, Youth and Families’ Children’s Bureau.

**Organizations that may apply:** The following eligibility criteria shall apply.

1. Eligibility for contracts is limited to applicants who are either public or private non-profit organizations.
2. Applicants must have a New Jersey address and be able to conduct business from a facility located in New Jersey.
3. All New Jersey and out of State Corporations must obtain a Business Registration Certificate (BRC) from the Department of the Treasury, Division of Revenue prior to conducting business in the State of New Jersey.
4. Proof of valid business registration with the Division of Revenue, Department of the Treasury, State of New Jersey, shall be submitted by the bidder and, if applicable, by every subcontractor of the bidder, with the bidder’s bid. No contract will be awarded without proof of business registration with the Division of Revenue. Any questions in this regard can be directed to the Division of Revenue at (609) 292-1730. Form NJ-REG. can be filed online at [www.state.nj.us/njbgs/services.html](http://www.state.nj.us/njbgs/services.html).
5. Before performing work under the contract, all sub-contractors of the contractor must provide to the contractor proof of New Jersey business registration. The contractor shall forward the business registration documents on to the using

agency.

6. Applicants must not be suspended or debarred by DMHAS or any other State or Federal entity from receiving funds.
7. Applicants must have all outstanding Plans of Correction (PoC) for deficiencies submitted to DMHAS for approval prior to submission.
8. Applicants must have a governing body that provides oversight as is legally permitted. No member of the Board of Directors can be employed as a consultant for the successful applicant.

NOTE: If, at the time of receipt of the proposal, the applicant does not comply with this standard, the applicant must submit evidence that it has begun to modify its structure and that the requirement will be met by the time the contract is executed. *If this required organizational structure is not in place before the start date, the contract will not be executed and the funding will be waived.*

**Qualifications needed by an applicant to be considered:** Applicants must demonstrate experience with this population, demonstrate that they have secured or will secure within 6 months of this award, affordable housing for at least 4 families, and agree to serve 17 families. DMHAS has 39 housing vouchers that will be leveraged for this project and equitably allocated among awardees resulting in 13 per three awardees. If awarded the federal grant, DMHAS and DCF will seek to serve 51 families. This RFP calls for the development of an interdisciplinary team to provide case management and supportive housing services to these families.

**Procedure to apply:** Eligible and interested organizations may obtain the RFP and related materials from the Department of Human Services website at <http://www.state.nj.us/humanservices/providers/grants/rfprfi/>. Interested organizations may also contact:

Helen Staton at:  
Addiction Services  
PO Box 362  
Trenton, NJ 08625-0362  
609-633-8781

**Send one original proposal package and five (5) copies via United States Postal**

**Service to:**

Helen Staton  
Mental Health and Addiction Services  
P.O. Box 362  
Trenton, NJ 08625

**OR**

**For UPS, FedEx, other courier service or hand delivery, please address to:**

Helen Staton  
Mental Health and Addiction Services

120 South Stockton Street, 3<sup>rd</sup> floor  
Trenton, NJ 08611

Please note that if you send your application package through United States Postal Service two-day priority mail delivery to the P.O. Box, your package may not arrive in two days. In order to meet the deadline, please send your package earlier than two days before the deadline or use a private carrier's overnight delivery to street address.

Late proposals will not be reviewed. You will NOT be notified that your package has been received. If you require a telephone number for delivery, you may use (609) 633-8781.

**Deadline by which all proposals must be submitted:** Proposals must be submitted to and received at DMHAS by 5:00 P.M. on July 11, 2012.

**Date by which applicants will be notified of intent to award or not award:**

Applicants will be notified on or before July 20, 2012.

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Jennifer Velez

Commissioner

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Date